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JOHN DE LA HOWE SCHOOL

to the

GENERAL ASSEMBLY

of

SOUTH CAROLINA

1983 - 84

Printed Under the Direction of the
State Budget and Control Board

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ANNUAL REPORT

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September 12, 1984

Honorable Richard W. Riley
Governor
State of South Carolina
Post Office Box 11450
Columbia, South Carolina 29211

Dear Governor Riley:

On behalf of my fellow members of the John de la Howe School Board of Trustees and the Administrative Staff, I hereby submit to you and the General Assembly of South Carolina John de la Howe School's Annual Report for the 1983-84 fiscal year.

Over 200 children and young people from throughout South Carolina have been served on the John de la Howe School Campus during this reporting period. The staff has placed much emphasis on developing meaningful programs to meet the many varied needs of these children and young people for whom placement has been requested.

The members of the Board of Trustees have eagerly given of their time and energies to provide guidance to the administrative staff. I am grateful to serve as Chairman of such a devoted group of South Carolina citizens.

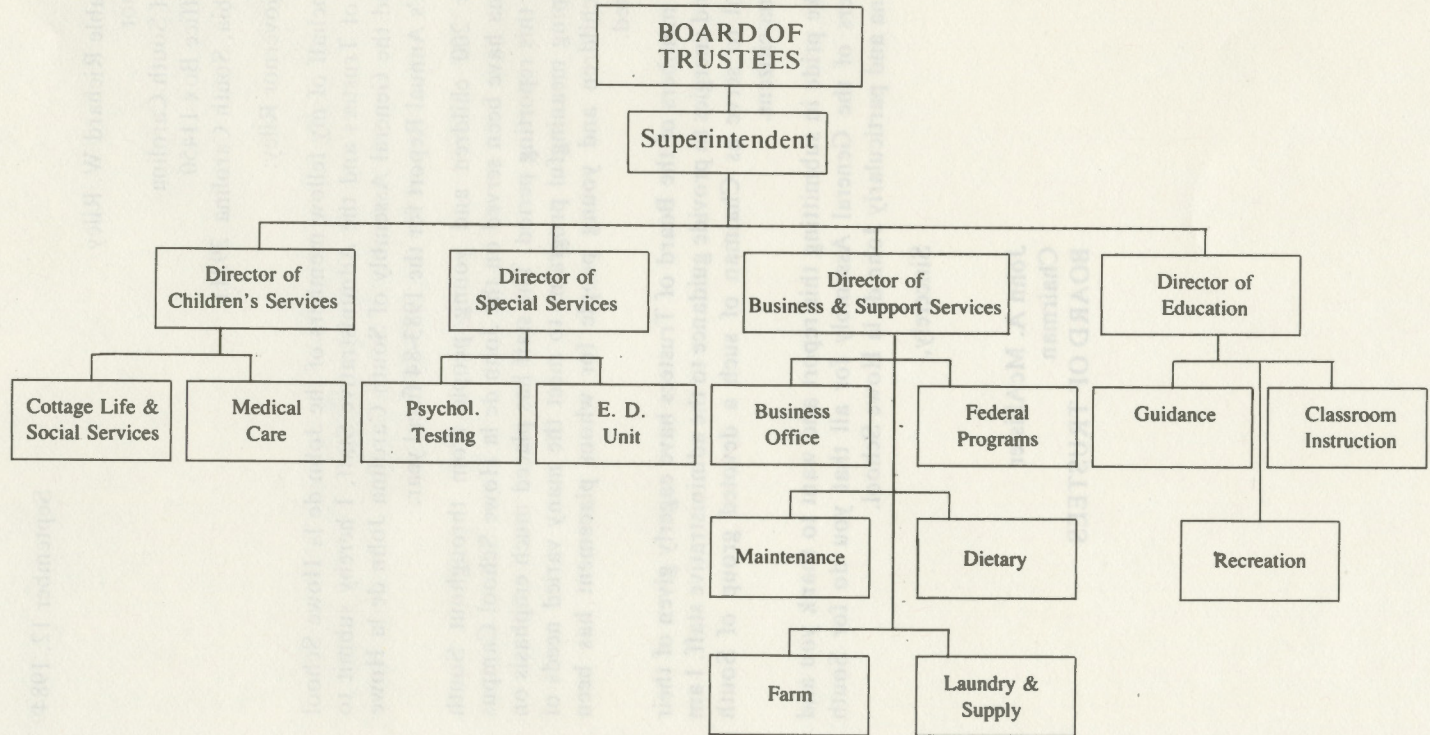
I take pride in submitting this report and want to thank you and members of the General Assembly for all that you do for South Carolina and particularly John de la Howe School.

Sincerely,

John A. McAllister
Chairman
BOARD OF TRUSTEES

JOHN DE LA HOWE SCHOOL

Organizational Chart



STATUTORY AUTHORITY FOR JOHN DE LA HOWE SCHOOL

Code of Law 59-49-10. Establishment of John de la Howe School. There is hereby established under the provisions of this chapter an institution to be known as the John de la Howe School.

HISTORY: 1962 Code 22-501; 1952 Code 22-501; 1942 Code 5480; 1932 Code 5676; Civ.C. '22 2757; 1918 (30) 803; 1937 (40) 216.

Code of Law 59-5-140. South Carolina Opportunity School, John de la Howe School and South Carolina School for the Deaf and Blind required to meet State standards prescribed by the S.C. Department of Education.

Code of Law 43-130. Documents Filed. John de la Howe School shall meet standards prescribed by the State Department of Education in the Defined Minimum Program.

BOARD OF TRUSTEES

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John T. McGrath, III	Director of Education
David F. Cole	Director of Special Services
Gregory R. Bullard	Director of Children's Services

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HISTORICAL STATEMENT

John de la Howe School is a group child care agency for school-age children and young people who need placement as a result of some individual, family or community problem. The School was established in 1797 according to the will of Dr. John de la Howe, a Frenchman, who settled near New Bordeaux with the French Huguenots in November 1764. The School, named Lethe Agricultural Seminary, was to care for and educate 12 poor boys and 12 poor girls of Abbeville County whose parents has resided at least six years in the County. Dr. de la Howe received his idea of a manual training school from the April 1787 issue of "The Columbia Magazine" published in London.

John de la Howe School is the oldest State institution in South Carolina and the second oldest in the Carolinas. It has been recognized as the oldest manual training foundation in America. It is located 8 miles northwest of McCormick on State Highway 81. De la Howe property consists of 1,476 acres of land — 1,000 of which are to remain in forests. About 100 acres of forest surround the tomb of Dr. de la Howe, and this area has been named by the Society of American Foresters for their Natural Areas Program. The National Park Service has listed it as a Registered Natural Landmark. The School is listed in the "National Register of Historic Places."

Dr. de la Howe specified that the Agricultural Society of South Carolina carry out the provisions of his will. This was done with many problems being encountered over the years. Finally, in 1918, the State of South Carolina assumed control, and children were accepted for placement from all parts of the State. The School is now in McCormick County, which was formed in 1916 from parts of Abbeville, Greenwood and Edgefield Counties.

The School was originally located at the homesite of Dr. de la Howe. It was moved in the 1800's in the vicinity of the present campus entrance and, in 1918, to the present campus. At this time, a large stone building was begun to house offices, school, sleeping quarters, as well as kitchen and dining hall. This building was destroyed by fire in November 1937. The present administration building and nine cottages were constructed in 1938 and 1939. Since this time, many modern facilities have been added, including three cottages, a cafeteria, a school and activities building, and an infirmary.

Presently, children and young people are referred to John de la Howe School by public and private agencies and families, with over 150 receiving residential services each year. To meet the needs of those in placement, a structured program, supervised by caring, dedicated staff, has been designed.

DEPARTMENT REPORTS

ADMINISTRATION

John C. Shiflet, Jr., Superintendent and Treasurer

The John de la Howe School Board of Trustees is appointed by the Governor with Senate confirmation. During this reporting period, there were no changes in the membership of the Board.

The Superintendent and Treasurer of John de la Howe School is elected by the Board of Trustees. He is responsible for selecting and supervising the staff, ensuring compliance with Board and State policies, management of all school property and facilities, and the planning, implementation, and supervision of the various programs which are designed to meet the needs of the children and families of South Carolina, who are referred to John de la Howe School for services. The Superintendent has one full-time executive secretary, Mrs. Jean D. Able, who provides valuable assistance.

The commitment of the Board of Trustees and staff of John de la Howe School to the development of meaningful programs to meet the various needs of the children and young people in care has been mentioned in previous annual reports. During the 1983-84 fiscal year, the Agency became more organizationally responsive to this commitment through the creation of the Department of Children's Services, directed by Mr. Gregory R. Bullard, and the Department of Special Services, directed by Mr. David F. Cole. The Children's Services Department encompasses all social work activities, as well as cottage life and medical care. The Department of Special Services is responsible for the cottage for emotionally handicapped, adolescent males and all activities associated with providing "special services" such as psychological testing to the youngsters with special needs.

Staff training is seen as crucial in the human services field and was emphasized at John de la Howe School during 1983-84. With financial assistance from Duke Endowment, all unit coordinators and youth counselors were able to participate in on-campus training in the area of

group counseling. This training was made possible through the tremendous skill and cooperation of Dr. William Pennscott, Professor of Education, Clemson University.

The excellent staff of John de la Howe School is responsible for the high degree of success which is achieved with the young people in care. Low staff turnover among John de la Howe staff is a source of administrative pride. Four dedicated staff members retired at the end of this fiscal year. On behalf of the Board of Trustees and other staff members, I would like to thank them for their devoted service to John de la Howe School: Mrs. Charlie Cade, laundry worker, with 27 years of service; Mrs. Maude E. Sears, youth counselor with 10 years of service; Mrs. Ruth Thackston, assistant nurse, with 8 years of service and Mrs Lora A. Hagood, cook, with 11 years of service.

The entire John de la Howe School family was saddened by the death of Mrs Sara Louise Strom Cook. "Mrs. Cook", fourth grade teacher, passed away on February 18, 1984. She devoted her life to the service of children, having taught here for 23 years.



During an assembly program, Congressman Butler Derrick presents John C. Shiflet, Jr., Superintendent, and John A. McAllister, Chairman, Board of Trustees, a U.S. Flag which had flown over the Capitol.

DEPARTMENT OF CHILDREN'S SERVICES

Gregory R. Bullard, Director

This is the first Annual Report from the Department of Children's Services. This new department completes the reorganization that was begun last year. This department includes the combination of the former social services area, the former cottage life area, and the infirmary (nursing program). The reorganization to the unit system was reported last year and is now complete.

Mr. Clarence E. Harrel, III, Mr. James T. Cason, Ms. Sally M. Gettys, and Rev. Keith E. Murray are the four unit coordinators who supervise the direct child care staff. They are responsible for the supervising and implementing of the program in each of their respective units. The unit coordinators have all been with de la Howe for a number of years, and certainly, their experience has contributed directly to the stability and success of the past year.

The centerpiece of the John de la Howe program continues to be the Personal Responsibility Program. The P/R Program is a reality-based level system that rewards responsible behavior and helps manage behavior problems in a consistent and fair manner. This program is a valuable tool which is able to effect change, but is also helpful in preparing institutionalized children for real world experiences and responsibilities. The de la Howe P/R Program has proven so successful that it has been used as a model for several other child caring agencies' level system programs.

The following statistics are from the period of July 1, 1983 to June 30, 1984:

Number of Referrals Received	504	
Number of Applications Received	196	Fam. .. 184
Number of Exploratory Visits	141	
Number of Children Admitted	82	Fam. ... 73
Number of Applications		
Terminated by Institution	42	Fam. ... 40
Number of Applications Withdrawn	19	Fam. ... 19
Number of Applications		
Withdrawn Fol. Exploratory	15	Fam. ... 15
Number of Children Discharged	104	
Withdrawn by Parent/Guard.		
(planned)	86	
Discharged for Disciplinary Reasons ...	8	
Left Without Permission (Unplanned) ..	3	
Students Who Graduated	7	

% of the 504 Referrals Received for Fiscal Year 1983/84		% of the 82 Actual Placements for Fiscal Year 1983/84	
Co. Dept. of Social Services . . .	35%	48%
Private Referrals	34%	24%
Depts. Of Youth Services ...	15%	23%
Other (Schools, etc.)	4%	1%
State Hosp./Mental Health . .	12%	4%

Actual Number of the 504 Referrals Received for Fiscal Year 1983/84		Actual Number of the 82 Actual Placements for Fiscal Year 1983/84	
Co. Dept. of Social Services . .	174	39
Private Referrals	171	20
Depts. Of Youth Services	77	19
Other (Schools, etc.)	21	1
State Hosp./Mental Health . . .	61	3

Greg Bullard was certified to teach the Basic Course for Residential Child Care Workers, and all unit coordinators and youth counselors who had not previously taken the course completed it in October. They received certificates from Group Child Care Consultant Services. In March, Greg Bullard, Howard Peterson, Dot McKinney, and Doris Ward attended the Southeastern Group Child Care Association meeting held in Savannah, Georgia. In June, Howard Peterson attended a week-long training seminar held at The Villages, Inc. in Topeka, Kansas.



Students who accomplished their goals in the Campus level system enjoy a day at Six Flags over Georgia.

CHAPEL PROGRAM - Rev. Keith E. Murray

Our chaplain/unit coordinator is responsible for the spiritual needs of the campus (students, staff, and their families), as well as social work in two cottages.

This past year was highlighted by several spiritually-enrichening special events, in addition to daily spiritual counseling and normal Sunday morning Sunday School and Worship Services.

In the fall, a group of selected students journeyed to Hilton Head for an enriching weekend seminar called "Breakaway". The students were challenged to grow spiritually and especially challenged regarding dating relationships. At the same seminar, a class for the adults was

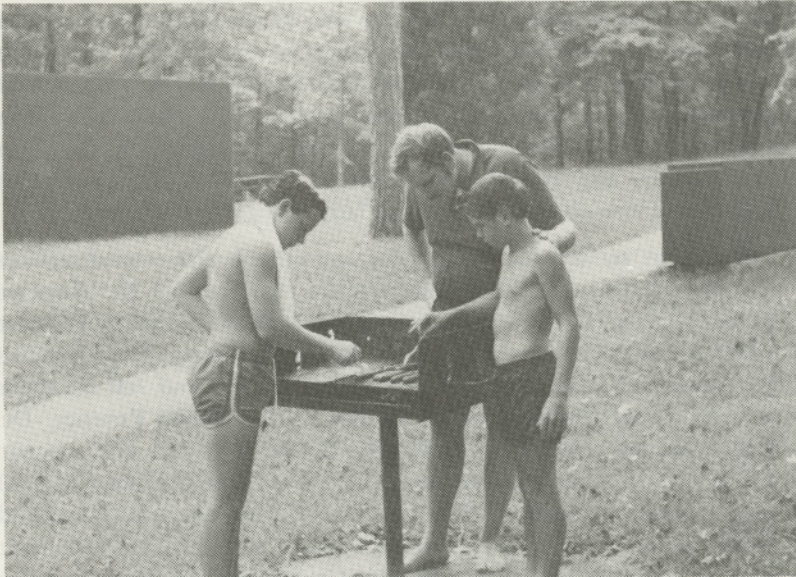
held, also, which was an inspiration to the chaplain and another staff member attending.

Shortly before the school year ended, members of the "Sure Thing" youth group went with the chaplain for our second annual Spring Retreat at Hickory Knob State Resort Park. During this two-day retreat, the students enjoyed swimming, sailing, and hiking in the beautiful surroundings and were led by the chaplain in a seminar/ Bible study on the Book of James. The retreat was largely financed this year by money earned by the "Sure Thing" at a successful car wash.

During the month of July, our friends from Peterson Presbyterian Church in Columbia, the "Peterson Pipers", accompanied by another youth group from Marion, North Carolina, spent a fun-filled, inspirational week with our students. Crafts, activities, games, and solid Bible teaching made the week-long visit a summer highlight for the students and staff alike.

Other noteworthy events included the annual candlelight Christmas Service and a wide variety of thought-provoking spiritual films.

The chaplain's membership in the McCormick County Ministerial Association proved to be a source of year-long fellowship with fellow pastors from several denominations in the county. John de la Howe School Chapel also hosted the annual County-wide Ecumenical Thanksgiving Service this year, as well as a special Reformation Sunday film service for the entire community as well as our own students.



Rev. Murray prepares a meal with two students during a "Sure Thing" retreat

MEDICAL CARE — Ann H. Johnson, R.N., Head Nurse

The E. F. Gettys Infirmary, a sixteen-bed facility, provides twenty-four-hour-a-day, seven-day-a-week medical services. Two registered nurses share the responsibilities of this demanding schedule. Mrs. Ruth Thackson, R.N., retired, and Mrs. Hilda McClain, R.N., assumed her duties.

Medication and first-aid treatment are administered in the infirmary. During the three sick calls held each day, students made a total of 7,791 visits to the infirmary. Ninety-one students were admitted to the infirmary due to illness for one or more days, with a total of 260 days of nursing care. Twenty-two students were placed in the infirmary for a period of time out with a total of 54 days confinement to the infirmary. Three hundred forty-one staff visits were made, and forty-eight immunizations were given to students and staff.

Twenty-three students sustained injuries requiring a visit to the emergency room or physician's office for treatment: three were treated at Self Memorial Hospital Emergency Room, thirteen were treated at Abbeville County Memorial Hospital Emergency Room, and seven students received treatment at our local physician's office. Five children were admitted to a hospital this year: one with kidney stones, one removal of a malignant growth from left upper arm, one had a cystoscopic examination, one had two admissions for removal of spurs from each heel, and one child was admitted to Blanding House for evaluation. The T.B. nurse with the McCormick Health Department continued with a follow-up of one student. His chest x-ray was negative of any disease, and he completed medication that was furnished by the Health Department. The McCormick Health Department also checked one young lady at the Family Clinic.

Physicians' services, dental services, and other health-related services were provided to our children during the past year by: Dr. Norman Richardson and Dr. James Gilbert of the MEGALS Family Practice in McCormick. They saw and treated the vast majority of our students throughout the year. Others included Drs. Jeanne and Jeff Newbern and Dr. Robert Sappington of the MEGALS Dental Practice, Dr. William Baxley, D.D.S., of Abbeville, Dr. John Sowell, oral surgeon of Greenwood, various members of the staff of the Beckman Mental Health Center in Greenwood, Dr. Richard Carter, Eye, Ear, Nose, and Throat Specialist, Rosemary Chandler, Speech and Language Pathologist of the St. Nicholas Speech and Hearing Center, various members of the staff of the Western Carolina Orthopaedic Associates, Dr. Willard,

Dr. Dennis J. Dowd, Dermatologist, Dr. Travis Stevenson, Dr. Arnold P. Mulkey, all of Greenwood, Dr. George V. Rosenberg and Dr. Martin P. Canero of Abbeville, Dr. Hugh McCord, Psychiatrist, Drs. Roberts and Powell, and Dr. James E. Braham of Anderson, Dr. Charles Perry, Gynecologist, of Charleston, and Dr. Parker of Laurens.

We are grateful to these many health care professionals who helped us maintain a high level of quality care to our children.

EDUCATION

J. T. McGrath, III, Director

Overall, we had a productive year with many students making progress, both academically and socially. We lost very few students during the school year.

As a result of the death of our fourth grade teacher on February 18, 1984, we combined our fourth and fifth grades for the remainder of the 1983-84 school year. Since the ratio of fourth and fifth graders was somewhat low, we plan to combine our fourth and fifth grades for the 1984-85 school year.

The school staff consisted of six academic teachers, a music teacher, an art teacher, a remedial math teacher, a remedial reading teacher, an emotionally handicapped self-contained teacher, an educable mentally handicapped resource teacher, a homemaking teacher, a prevocation teacher, a half-time guidance counselor, three teacher aides, one secretary, one assistant librarian, and one custodian. The campus supervisor of activities is a certified physical education teacher and teaches the physical education classes and helps with the health and safety program.

Our curriculum is varied to meet the needs of individual students because many of our students have had trouble adjusting to the classroom environment in their previous schools. The guidance counselor works closely with these students to help them become oriented and adjusted to the classroom environment on campus.

The half-time guidance counselor's duties include supervising the testing program. In this capacity, the counselor works closely with the classroom, remedial reading, and remedial math teachers to insure that each student receives suitable instruction for his or her level of academic achievement. The counselor worked with grades ten through twelve in the afternoons. High school students were given vocational

counseling and special help where needed. A number of group counseling sessions were held during the year. These sessions consisted of vocational counseling and testing, self-concept, accepting responsibility, substance abuse, and values clarification. The guidance counselor counseled with 103 students on campus and 17 attending McCormick High School. Because some students need more than one counseling session, the guidance counselor held a total of 185 individual counseling sessions.

With continued Federal funding by Chapter I, a remedial reading and a remedial math teacher were employed for the school year. The remedial reading teacher worked with a total of 35 students from grades four through nine who qualified to participate in the Chapter I Reading Program. Of these 35 students, 24 were in the remedial reading program for the entire school year. Progress ranged from 1.0 months to a gain of 2.2 years. The remedial math teacher worked with a total of 32 students from grades four through nine who qualified to participate in the Chapter I Remedial Math Program. Of these 32 students, 20 were in the remedial math program for the entire school year. Progress ranged from 1.5 months to a gain of 2.6 years.

A regular music program was provided for grades one through six. Music was offered to grades seven through nine on an elective basis. Chorus was offered to grades seven through nine on an elective basis. A number of musical programs were presented to the student body and staff during the school year.

An arts and crafts program was provided for grades one through six on a regular basis and as an elective for grades seven through nine. Approximately 128 students participated in this program during the year, giving them the opportunity to be creative in painting, drawing, ceramics, collage, sculpture, macrame, and leather work. The program was further strengthened by the participation of our art students in local and state level art poster contests.

Other opportunities are provided for students to develop responsibility, self-confidence, and a positive self-concept. These opportunities are offered in our prevocational courses and work programs. The prevocational program consists of general shop, homemaking, and pre-vocational skills, and introduction to the world of work. Work training is provided by the work programs on the campus farm, in the cafeteria, laundry, infirmary, administration building, and campus clean-up program. The school principal is responsible for making work

assignments and consulting with work supervisors concerning each student's performance.

The school library is staffed by a certified librarian who spends one-half time in the library and an assistant librarian who spends full time. During the school year, the teacher-librarian or the assistant librarian keeps the library open from 7:45 a.m. until 5:00 p.m. During the summer months, the library is open from 8:30 a.m. until 5 p.m. under the supervision of the assistant librarian. Reading programs and story hour are conducted for students on campus during the summer for entertainment and to improve their reading skills. Thirty students signed up for the summer reading program, with fifteen completing the program.

The assistant librarian attended a two-day workshop in Winnsboro, presented by the South Carolina State Library, "Puppet Shows Made Easy." Seven hand puppets were obtained with monies from the federal grant.

Movies on loan from the State Library are shown every week. This is continued during the summer months for students on campus.

At the end of the school year, the library contained 5,938 volumes, 591 filmstrips, 417 recordings, and 442 cassettes. The library received 32 periodicals and five newspapers. The average circulation in 165.5 per month. There are 479 volumes in the reference collection. We received the State Library Book Collection Improvement Program Grant for institutional libraries. In accordance with the rules set forth in the BCIP Grant, the amount of institutional funds was not reduced due to the receipt of said grant funds. This grant provides for the improvement of library services to the residents of the institution and supplies additional funds needed to expand and maintain the collection in good physical condition.

Besides the 124 students served by the L. S. Brice School on campus, we had 36 students served by McCormick High School. We had 5 seniors during the school year. All 5 graduated in May of 1984. One of these seniors will enter college, three will enter a technical school, and one is planning to enter the Service. Our high school students participated in many activities at McCormick High School.

RECREATION — Donald D. Satterfield, Supervisor of Activities—

The purpose of the recreation and activities program can best be achieved through a program primarily focused upon participation by the child. Our goal is total involvement by all children placed in our care. Purposeful activities give the child a diversion from his daily routines and the program is developed to provide activities to meet the growth needs of each child — physical, mental, emotional, spiritual and social.

The Activities Supervisor and one assistant plan and teach the physical education classes for all students in grades one through nine. In these classes, children are taught the skill of playing and competing in most sports, such as, basketball, flag football, volleyball, softball, gymnastics, track and field, etc. An annual field day is held in May with all students competing in track and field events.

An extensive recreation and activities program is planned and supervised in the afternoons and at night. It is during these hours that much stress is placed on team competition in a variety of sports and games. These games take place in the following areas: Gymnasium, activities center, tennis court, playground and playing fields. In addition, the activities center is open each afternoon for students to visit the canteen, play billiards, air hockey, fooseball, table tennis and other table games. Time is made available for students to sit in groups and listen to music or watch television. Our program places much emphasis on weekend recreation as this is a time when all students are available.

We have a very successful basketball program with our teams competing with area schools and churches. This is one of the highlights of the year in creating school spirit.

An excellent Girl Scout and Cub Scout program is implemented with Erskine College Student Christian Association volunteers helping. Meetings are held weekly along with field trips and camping trips throughout the year.

One of our more important summer activities is our swimming program. Using our oncampus swimming pool, all children are taught swimming and diving skills.

Another important summer activity is our canoeing program. Students participate in this part of the program in the backwaters of Clark Hill Reservoir, Long Cane Creek and Little River. Water safety is taught to all students. The school's Quailwood Park on Little River and the beautiful Parsons Mountain picnic area and lake provide our students with opportunities for cookouts, picnics, hiking, swimming, camping and fishing.

A highlight of our summer program is the visit of the Peterson's Pipers from the Peterson Presbyterian Church in Columbia, South Carolina. The group, along with their leader, Mrs. Virginia Stewart, provide an excellent day camp-vacation Bible School program. This program is enjoyed immensely by all students.

We plan many special events throughout the year. Some of the events are Valentine's Day parties, Easter egg hunts, Independence Day activities (including participation in the McCormick Gold Rush Days festival) and many Christmas parties, provided by local church and civic groups.

Our children were entertained with several dances during the school year. The dances were provided by local bands at little or no charge. Our annual Halloween carnival is another special event in which students and staff share a very enjoyable activity.

Many off-campus events are planned on a regular basis. Some of the events are: Movies, skating, plays (regular trips to Greenwood Community Theatre at no charge), concerts, fairs, circuses, horse shows and sporting events. Most of the events are provided free or at greatly reduced rates. Also, special programs are brought to the campus throughout the year. Lander College and Erskine College frequently invite our students to attend events on their campus.

Another event that is enjoyed by all students and staff is our annual "Family Day" (Staff-Student Picnic). Students and staff compete in many fun games and activities and enjoy a delicious meal together.

As a part of our program, the Supervisor of Activities supervises a barber shop and personal grooming room. We have three hair stylists from Greenwood, South Carolina, come regularly to cut and style all children's hair.

SPECIAL SERVICES

David F. Cole, Director

The 1983-84 school year was the first full year that Special Services functioned as a department in the John de la Howe School Program. The responsibilities that were assigned to this area included:

- (1) the providing of programs for children in grades 1 - 9 in need of special education;
- (2) the direct involvement in the classification and placement of our students who were in need of special education while in attendance at McCormick High School (grades 10-12);
- (3) providing counseling to individuals in placement in the John de la Howe Program;
- (4) conducting in-service training in areas related to Special Services;
- (5) assist in the remedial reading and math program during the summer school (Life Skills was also taught to the older students during summer school); and
- (6) conducting a residential program for severely emotionally disturbed adolescent males.

Special education programs provided by the Special Services Department in conjunction with the Education Department served seventeen students. Nine students were served in a resource educational setting for emotionally handicapped and educable mentally handicapped students. Seven students were served in a self-contained educational setting for emotionally handicapped students. Five students received speech therapy. There were also ten students who received special education while in attendance in McCormick High School. Five students participated in a resource educational setting for the learning disabled and four students were included in resource programs for the educable mentally handicapped. One student received educational services in a self-contained class.

The Special Services Department conducted inservices for teachers and cottage counselors in the areas of testing, motivation, counseling techniques, and behavior modification.

The program for serving severely emotionally disturbed adolescent males, ages 13 — 18, in a structured, residential setting placed a total of eleven students during the 1983-84 year. The program is designed to serve eight adolescent males. The eight young men that began the 1983-84 school year were very successful in the program. This success

is attributable first to the students themselves who made a commitment to stick by these young people through the good times and the difficult times. The students, teachers, counselors and many others deserve the acknowledgement for success.

The long-range goals, which have evolved during the '83-84 year, include a present on-going project for the adopting of a curriculum to instruct students in the area of alcohol and drug abuse. The Greenwood/McCormick/Edgefield Commission of Alcohol and Drug Abuse is playing a major role in this project. The inclusion of a learning disability class in the John de la Howe School Program is in discussion. The possibility of a Wilderness Program to serve other emotionally disturbed adolescents is being considered by the Administration.

It is the main objective of the Special Services Department to recognize the individual educational and psychological needs of the children in placement that may play a vital role in their ability to progress in the Campus and Education programs. The role of Special Services is carried out by the Director/School Psychologist, Coordinator of the Program for Emotionally Disturbed Adolescents, two Special Education Teachers and four Clinical Counselors.

BUSINESS AND SUPPORT SERVICES

George H. Young, Jr., Director

Composing the foundation of the Support Services division, the Business Department consists of a director, personnel specialist, two accounting clerks, a payroll clerk and a secretary. The department is responsible for all the financial and personnel affairs, procurement and distribution of equipment and supplies of the agency. The department handles all the accounting and bookkeeping functions and works through the Comptroller General's, State Treasurer's and State Auditor's Offices to insure proper financial guidelines are followed. The department implements the rules and policies regarding the State Insurance Program, State Personnel Program, State Retirement and other employee benefits. The Agency received monies from State Appropriations, Federal Funds — ESE, LSCA, JTPA, AND USDA — and Duke Endowment. Children's funds received through Social Security, Veteran's Administration, families, individuals and charitable donations are accounted for separately. The Agency books are audited each year by the State Auditor's Office.

A brief financial statement of our operating account is in the back of this report. These are unaudited figures.

FEDERAL PROGRAMS — Alfredia Boyd, Coordinator —

During fiscal year 1983-84, federal funds were received by the Agency through Chapter I and Chapter II of the Education Consolidation Improvement Act (ECIA); Office of the Governor, Division of Employment and Training; the U.S. Department of Agriculture; and the S. C. State Library. The Chapter I budget for the year totaled \$86,171. Chapter I funds provided compensatory educational programs to our most disadvantaged students in grades 4-9 in the form of a remedial reading program, a remedial math program and some social services. Project funds paid the full salaries of one remedial math teacher, two teacher aids, one social worker aide, and five percent of the time of a coordinator, as well as supplies.

The ECIA programs have been a valuable part of our program. Through the use of these funds, our most disadvantaged students have not only overcome many handicaps in reading and math, but have shown great improvement in social adjustment and self-concept.

The Chapter II grant was \$1,340 and was used to purchase instructional material and equipment and school library resources.

Funds though the Job Training Partnership Act, totaling \$19,372, were received from the Office of the Governor, Division of Employment and Training, under Chapter II, Special Programs. This year's program was divided into two cycles during the school year and a summer program. The two cycles of the program consisted of two entry employment experience components in which twelve students participated in each cycle. Twelve of the twenty-four students came to the campus for the summer to work in various areas, with another twelve students participating in a new classroom training program, a Basic Electricity Course. During the course, taught by Mr. Charlie Willis, students learned basic housewiring and installation of lights and switches, giving them "hands-on" experience that can be used as a basic structure in the study of electricity or for use in daily living.

Students who participated in regular and summer work experience activities, as well as career employment experiences, were exposed on a rotation basis to occupations such as farming, food preparation and management, maintenance of buildings and grounds, laundry services, nursing, clerical work, library science, and cottage counselor aide,

proving for them the opportunity to learn varied skills that are used in careers or everyday living. Students may work up to 10 hours per week during the school year and 25 hours per week during the summer months. Earnings are used for school expenses, clothes, personal items or for savings accounts. All participants in the program also receive counseling related to their worksites and personal career choice. They are exposed to these areas through the use of pre-employment training, use of films, booklets, and presentations by professionals working in the field. An academic remediation component was added to the program. A total of twelve students received remediation in the area of reading and math.

John de la Howe School participates in the U. S. Department of Agriculture's National School Lunch and Breakfast Program. A monthly reimbursement is received for meals served in our school food service program. Commodities are also received from the USDA.

The grant from the S. C. State Library under the Book Collection Improvement totaled \$1,350. This grant was used for the improvement of library services to the students of John de la Howe School by providing additional books and library resources.

Federal programs have played a significant role in providing additional services to the children of John de la Howe School.

PLANT MAINTENANCE — John F. Myers, Jr., Supervisor

The physical plant of John de la Howe School consists of over forty buildings and is situated on 1,476 acres. Under the coordination of John Myers, our facilities were kept in good condition by the maintenance personnel of Harold McConnell, Tony McKee and Amos Hardy.

Because of our rural setting, the campus actually functions as a small community, which requires many varied services. The primary responsibilities of this department are:

- (1) maintenance of campus waterlines and plumbing;
- (2) operation of a wastewater treatment plant;
- (3) maintenance of the campus electrical system which involves replacing damaged switches and receptacles, installation of new circuits, maintaining high voltage lines, including our fire protection system;
- (4) painting and woodwork on all campus buildings;
- (5) maintaining furnaces in all campus buildings; and
- (6) general maintenance on buildings and equipment as required.

DIETARY — Mrs. Irene H. Torchia, Dietitian —

The agency runs a central cafeteria on campus which provides three meals daily, twelve months a year, to all our children. Young people in our care learn to cook and serve meals, to care and clean equipment, as well as ordering food and planning menus.

The dietitian, assisted by Mrs. Myrtice Anthony, Mrs. Mary Lomax and Mrs. Lora Hagood, as well as the children, prepares the food and vegetables for cooking and serving. This year, we had a bountiful crop of vegetables from the campus garden. The cafeteria staff worked long hours getting the vegetables canned, frozen and preserved so that they may be enjoyed during the winter months. Mrs. Lora Hagood retired from State service after many years of dedicated service.

Six cottages are self-contained and prepare their own breakfast and supper meals. Cafeteria personnel prepare food orders for those cottages. Buying is handled by the dietitian.

Food is prepared for many special occasions, including banquets, picnics, parties, etc. that give the children an opportunity to learn to function in various types of social situations.

John de la Howe School participates in the National Lunch Program and Breakfast Program and receives commodities from the USDA. The dietary staff receives training in food services and is required to keep various records and reports. The most important aspect of the Dietary Program is teaching children the importance of providing balanced, nutritional meals.

FARM OPERATIONS — Ralph C. Moore, Farm Manager —

The farm operation was busy all year with several projects from which the Agency will benefit many years from now. The farm staff monitored the timberland, replanting and replacing seedlings that did not grow or were damaged. The farm operation sold its first group of calves that had been kept over the winter. The female calves were retained to enlarge the herd. We purchased a bull with the proceeds of the calf sale. As of June 30, 1984, we had a total of 83 head of cattle in our beef herd operation.

The farm staff and students continued building fences in the new pasture and replacing old fencing. Our plentiful hay production will ensure proper feeding for the winter months to our expanding cattle herd.

The campus garden was very productive this year. With the use of irrigation equipment and better planting, we were able to harvest, process and store more vegetables.

We continue to train our students in methods of caring for animals and to teach them the proper way to plant a garden, grow and harvest vegetables, etc. The farm boys and girls and JTPA boys and girls are responsible for the upkeep of the Campus lawns, shrubbery, and trees. The campus grounds, forest and pastures were well kept.

LAUNDRY AND SUPPLY ROOM —

Dorothy M. Hamrick, Supervisor —

With the help of the students, one adult and a part-time staff member, the campus laundry operates four days each week. Boys' cottages send laundry twice each week and the girls' only once. Bed linen is sent once a week, while bedspreads are done once a month. The blankets are also done in the campus laundry.

The students are taught to operate the washers, pressers, etc. They also learn to fold clothing and bed linen and pack them in the proper baskets for delivery to each cottage, infirmary and cafeteria.

The supply room is open all day on Wednesdays and other days after laundry hours. Supplies for all cottages, cafeteria and infirmary are issued by requisition from the houseparents, including shoes, clothing, etc. for the students. Inventory records are kept in the supply room files.

JOHN DE LA HOWE SCHOLL
FINANCIAL STATEMENT 1983-84

Operation Fund — 1983-84

I. Administration	Personal Services	53,511
	Other Operating Expenses	600
II. Education	Personal Services	292,219
	Other Operating Expenses	12,146
III. Child Care Service	Personal Services	383,754
	Other Operating Expenses	38,544
IV. Business and Support Services	Personal Services	254,845
	Other Operating Expenses	475,015
V. Special Services	Personal Services	86,756
	Other Operating Expenses	34,743
VI. State Employer Contributions	Personal Services	
		<u>211,382</u>
TOTAL EXPENDITURES		1,846,515



Superintendent, Directors and Secretaries



Unit Coordinators



Education Department Staff

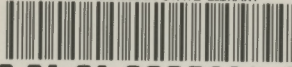


Youth Counselors



Dietary Staff

SOUTH CAROLINA STATE LIBRARY



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